

## **Youth Athletics Advisory Board**

Agenda: May 6, 2009

6:30 PM

Village of Key Biscayne Council Chamber  
Televised

1. Call to order/Roll call of Board Members
2. Agenda Review
3. Review and Adoption or Amendment of Minutes: April 22, 2009
4. Soccer "Think Tank" Update:
  - a. Report from the April 29th and May 6th meetings of the group
  - b. Survey information Update
  - c. Public meeting date
5. Election of Officers
  - a. Nominated for Chair:
    - i. Robert Bailey
    - ii. Ricky Martinez
  - b. Nominated for Vice-Chair:
    - i. Mayra Lindsay
  - c. Secretary:
    - i. Deleted by motion of the Board
6. General Updates:
  - a. Village Negotiations with AC Milan
  - b. Online Registration
  - c. Accounting Software
  - d. Board Information on Village Website
7. Athletic Update:
  - a. Tackle Football
  - b. Flag Football
  - c. Volleyball
8. Discussion of athletic season budget review:
  - a. Tackle Football
  - b. Flag Football
  - c. Volleyball

9. Future Meeting(s)

- a. May 20
- b. June 3
- c. July 1
- d. July 22
- e. August 5
- f. August 19
- g. September 2

10. Procedural Manual

a. Program Requirements

- i. Analyze prior year program budgets and participation numbers
- ii. Participant/Parental Input on current and new programs by sport
  - 1. Type of Programs – Recreational or Travel
  - 2. Type of Coach - Paid or Volunteer
  - 3. Payment Structure (fixed or monthly) based on budget

b. Master Calendar – Published

- i. Season Lengths
- ii. Analysis of overlapping programs and effects on other programs
- iii. Events/Ceremonies

c. Registration

- i. Information & Fee Collection – Online or In-Person (KBCC) - Required
  - 1. Fee Collection – fixed or monthly (commitment)
  - 2. Uniform Information Collection
  - 3. Contact information – E-Mail Preferred (database)
- ii. Deadlines & Sign-up Periods (Annual Calendar)
  - 1. Late – Registration & Penalty
  - 2. Definitive Cut-Off date

d. Communication

- i. Pre-season Promotion
  - 1. Local Schools
  - 2. Islander & La Isla.
  - 3. KBCC
  - 4. Volunteer Recruiting – Calling, Winn Dixie, etc.
- ii. Media/Website
  - 1. Communicate In-Season results & stories with Islander & La Isla
  - 2. Update Parks & Recreation website as well as individual sport website
- iii. Database

1. Establish Database from current registrants as well as new registrants
2. Supply commissioners and coaches w/ respective contact list
3. Coordinate notification procedures for schedules, game changes and cancellations

## 11. Adjournment